

EBYA CoronaVirus Cancellation Options- Instructions- For Families

Link to FAQs

- <https://www.ebya.org/Default.aspx?tabid=1004366>

Cancellation Options within Registration

1. **Donation to League** - Donation will help to offset sunk costs already incurred by the league and fund need-based scholarships for families in future seasons
2. **Full Credit Toward Future Season** - This option will allow the league to minimize the effect of sunk costs on future 2020 seasons. Credit will be issued in the form of a registration coupon code at 100% of the original fee, good through Dec 31st, 2021
3. **Refund via Check** - 75% of the original fee. 25% of the original fee will be used to offset sunk costs already incurred by the league
4. **Refund via Check** - 100% of the original fee - No portion of your registration fee will be retained by EBYA

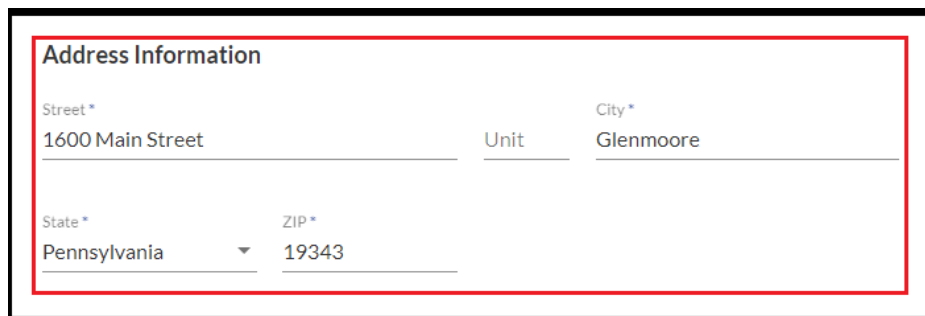
Instructions:

1. Logon to your account on EBYA.org
2. Enter your account settings (*the gear icon*)
3. Verify **Name** on Account



The screenshot shows the 'Account Holder Information' form. It includes fields for Username (soccerfan123), Gender (Female), First Name (Brandy), and Last Name (Guthrie). There is also an 'Upload Profile Picture' button. A red box highlights the First Name and Last Name fields.

- a.
4. Verify **Address** on Account



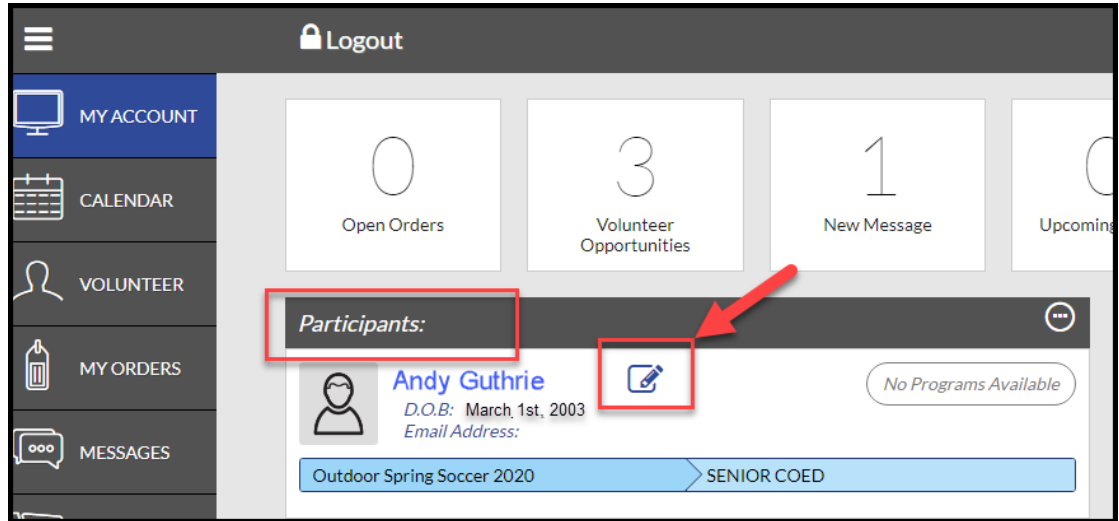
The screenshot shows the 'Address Information' form. It includes fields for Street (1600 Main Street), Unit, City (Glenmoore), State (Pennsylvania), and ZIP (19343). A red box highlights the entire form.

- a.
5. Click **Save** at the bottom of the screen if you make any changes



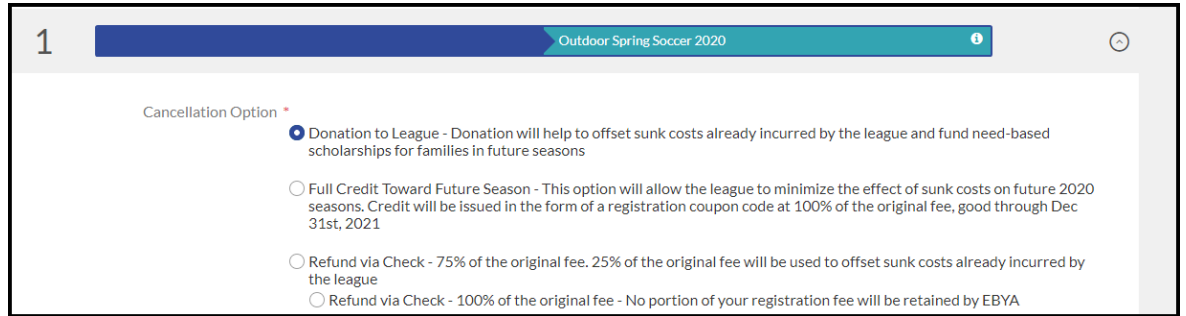
- a.
6. Select the preferred cancellation option for each registered player in your EBYA account

7. For each registered participant click the **edit (pencil) icon** next to their name



a.

8. Answer the mandatory Question #1 – Cancellation Options. **Choose the appropriate radio button.**



a.

9. Click **Save** at the bottom



a.

10. **Repeat for each participant**

11. EBYA will review selections on May 11th and begin issuing refund checks

12. **Selection must be made by June 1st** or your registration fee will be considered a donation to EBYA